

Administration Committee

2003-06-11 09:30:00.0

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

This agenda was updated 2005-05-23 17:31:11.0. It is accurate to the best of our knowledge at that time.

For assistance, please contact Kimberly Ward, kward@mtc.ca.gov, (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

Roll Call

1.

Action: Confirm Quorum

Minutes ? Meeting of May 14, 2003*

2. **Action:** Committee Approval

- [2 A&O minutes May 03.doc](#)

Closed Session

a) The Committee will meet in closed session pursuant to Government Code Section

3. *54957.6 to conference with the Executive Director and certain administrative services staff regarding issues pending in the meet and confer process underway with represented agency employee groups that will lead to the preparation of a new memorandum of understanding effective July 1, 2003.*

b) Communities for a Better Environment et al., v. Bay Area Air Quality Management District et. Al., Cal. Sup. Ct. F.F. Case No. Civil No. 323849.

c) Bayview Hunters Point Communities Advocate et at., v. MTC et al., U.S. Court of Appeals, Ninth Circuit, Civil No. 02-17352, U.S. District Court Northern District SF/Oakland Division, No. C-01-0750 (TEH).

Reconvene in Open Session ? Report ? Proposed Action

Monthly Financial Statements*

Presented by: E. Sun

4.

Action: Receipt

- [3 financials sun.XLS](#)

Investment Report May 2003*

Presented by: B. Mayhew

5.

Action: Receipt

- [4 MTC Investment report - mayhew.doc](#)

Consent

6.

Action: Committee Approval

Contract ? On-Call Web-Based GIS Consultant Arterial: bd Systems*

a) **Presented by:** M. Skowronek

- [6a On-Call GIS Consultant Skowronek.doc](#)

Contract ? Instruction Guidance on Pavement Management Procedure: Texas A&M*

b) **Presented by:** T. Romell

- [6b Texas A&M Romell.doc](#)

Funding Agreement ? Multi-Modal Origin-Destination Survey, Planning & Modeling: SFCTA*

c) **Presented by:** B. Bates

- [6c SFCTA Modeling Memo Bates.doc](#)

Purchase Orders/Contract Amendment ? General Services: Various Vendors*

d) **Presented by:** T. Green

- [6d General Services PO's Green.doc](#)

Contract Amendment ? Review and Evaluation of the Regional ADA Paratransit Eligibility Program: Nelson, Nygaard*

e) **Presented by:** T. Knudsen

- [6e RegionalADAParatrasnitEligibilityProject#2-Knudsen.doc](#)

Contract Amendment ? TransLink® Engineering and Design Assistance: Booz?Allen & Hamilton*

f) **Presented by:** J. Cheng

- [6f TL E&D #4 Booz-Allen Cheng Rev.doc](#)

Purchase Order ? Storage Area Network (SAN): TBD*

g) **Presented by:** P. Hackett

- [6g SAN Storage Area Network Hackett.doc](#)

Change Order ? TravInfo® Center-to-Center System: PB Farradyne*

h) **Presented by:** J. Georgevich

- [6h TravInfo C2C Georgevich.doc](#)

The following items are proposed contracts with various consulting firms and other vendors to provide MTC with goods and professional services to carry out the agency's work program.

7. Contracts

Contracts ? Legislative Representation for FY 2003-04 to 2004-05*

Presented by: R. Rentschler

a)

Action: Committee Approval

- [7a AdvocatesMemoRandy.doc](#)

i. **Nossaman, Guthner, Knox, & Elliott (John F. Foran)**

ii. **Government Relations, Inc. (Tom Bulger)**

Contract Amendment ? Litigation Counsel: Remy, Thomas, Moose & Manley, LLP*

Presented by: F. Chin

b)

Action: Committee Approval

- [7b Litigation Remy,Thomas CEQA #2-Chin.doc](#)

Contract Amendment ? Special Litigation Counsel: Allen, Matkins, Leck, Gamble & Mallory, LLP*

c) **Presented by:** F. Chin

Action: Committee Approval

- [7c Litigation Allen,Matkins TCM2 #4-Chin.doc](#)

Contract Amendment ? Market Research and Marketing:

d) **Presented by:** P. Gould

Action: Committee Approval

- [7d Marketing Godbe,Fleishman Dadian.doc](#)

i. Godbe Research & Analysis*

ii. Fleishman-Hillard, Inc.*

Contract Amendment ? Regional Rideshare Program: RIDES for Bay Area Commuters, Inc.*

e) **Presented by:** E. Van Wagner

Action: Committee Approval

- [7e Rideshare Contract Amendment - VanWagner.doc](#)

Funding Agreements ?Renewed Planning and Programming Grants, New Transportation/Land Use Scope of Work: CMAs*

f) **Presented by:** V. Knepper

Action: Committee Approval

- [7f CMA Funding Agreements Knepper.doc](#)

TransLink® Phase II Participation Agreement*

Presented by: R. Driver

g)

Action: Commission Approval

- [7g TL Part Agmt Driver.doc](#)

Contract Amendment ? Transportation Affordability Study: Public Policy Institute of California*

h) **Presented by:** E. Baker

Action: Committee Approval

- [7h PPIC Affordability Study baker.doc](#)

Memorandums of Understanding for MTC Employee Salaries and Benefits

8. Presented by: T. Green

Action: Commission Approval

Resolution No. 3576 CSR and Confidentials

Resolution No. 3577 Executive Management

MTC Agency Budget FY 2003-04*

Presented by: T. McMillan

9.

Action: Commission Approval

- [9_Final_04BUDBr_A&O.wpd](#)

MTC-ABAG Cooperative Agreement FY 2003-04*

Presented by: S. MacKusick

10.

Action: Commission Approval

- [10_ABG-MTC04_T.McMillan.doc](#)

Business Meeting Expenses

11. Presented by: S. Heminger

Action: Committee Approval

12. Other Business/Public Comment

13. Next Meeting / Adjournment

Next meeting

2003-07-09 09:30:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, CA 94607

* Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

** All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are Subject to change by the Committee.

*** The MTC chair and vice-chair are ex-officio voting members of all standing committees. A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5)

+Non-Voting member.

Every member of the Commission who is not otherwise designated as a member of this

committee is an ad hoc non-voting member. Although a quorum of the Commission may be in attendance at this meeting, the committee may take action only on those matters delegated to it. The committee may not take any action as the full Commission unless this meeting has been previously noticed as a Commission meeting.

The vote of an ex-officio member shall count to satisfy a committee quorum if there are not sufficient regular members of the Committee in attendance. In addition, an ad hoc non-voting committee member may be designated by the committee chairperson as a voting member for this particular committee meeting if an additional voting member is needed for a committee quorum.

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing a request-to-speak card (available from staff) and passing it to the committee secretary or chairperson. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Record of Meeting: MTC meetings are tape-recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment.

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